

Element Performance Inspection (EPI) Data Collection Tool

4.4.3 Privileges Airframe and Powerplant (AW)

ELEMENT SUMMARY INFORMATION

Purpose of this Element (certificate holder's responsibility):

- To provide policies, procedures, and instructions that ensure appropriately certificated airframe and powerplant mechanics (airman) are utilized when accomplishing work functions requiring a person to be certificated under 14 CFR part 121.

Objective (FAA oversight):

- To determine if there were any changes in the personnel identified by the certificate holder as having responsibility and/or authority for the Privileges Airframe and Powerplant process.
- To determine the effectiveness of the certificate holder's procedures in meeting the desired output of the process.
- To determine if the certificate holder follows its procedures, controls, process measurements, and interfaces for the Privileges Airframe and Powerplant process.

Specific Instructions:

- To accomplish this EPI, the inspector will verify that the certificate holder follows its policies and procedures for certificated airframe and powerplant mechanics. The inspector will also verify that the mechanic is performing work for which he/she is certificated and authorized.

Related EPIs:

- 1.1.1 Aircraft Airworthiness (AW)
- 1.2.1 Airworthiness Release / Logbook Entry (AW)
- 1.2.3 Maintenance Log / Recording Requirements (AW)
- 1.3.1 Maintenance Program (AW)
- 1.3.2 Inspection Program (AW)
- 1.3.3 Maintenance Facility / Main Maintenance Base (AW)
- 1.3.14 General Maintenance Manual / Equivalent (AW)
- 4.1.2 Maintenance Certificate Requirements (AW)
- 4.4.1 Recency of Experience (AW)
- 4.4.2 Display of Certificate (AW)
- 5.1.1 Line Stations (AW)

SUPPLEMENTAL INFORMATION

Specific Regulatory Requirements (SRRs):

- SRRs:
 - 119.43(b)
 - 119.43(b)(1)
 - 119.43(b)(2)
 - 119.43(c)
 - 121.135(a)(1)
 - 121.135(b)(1)

- SRRs:
 - 121.135(b)(2)
 - 121.135(b)(3)
 - 121.371(a)
 - 121.378(a)
 - 121.383(a)(1)
 - 121.383(a)(3)
 - 121.709(b)(3)
 - 65.81(a)
 - 65.81(b)
 - 65.85
 - 65.87
 - D.084(e)

Related CFRs & FAA Policy/Guidance:

- Related CFRs:
 - Intentionally left blank
- FAA Policy/Guidance:
 - HBAW 05-06

EPI SECTION 1 - PERFORMANCE OBSERVABLES

Objective: (FAA oversight responsibility): The tasks and questions in this section of the data collection tool (DCT) are designed to assist the inspector in determining if the certificate holder follows its written procedures and controls and meets the established performance measures of the process. To accomplish this, questions have been generated to test both the outputs of the process as well as the process itself. Question 1 and its following subquestions are directed at the output(s) of the process, whereas questions 2-6, when answered, should be directed at the process itself.

Tasks

	To meet this objective, the inspector must accomplish the following tasks:
1.	Review information listed in the Supplemental Information section of this DCT.
2.	Review the policies, procedures, instructions, and information for the Privileges Airframe and Powerplant Process contained in the certificate holder's manual.
3.	Review the last accomplished associated safety attribute inspection (SAI) for this element with emphasis on the controls, process measurements, and interface attribute section responses.
4.	Observe the Privileges Airframe and Powerplant process to gain an understanding of the procedures, instructions, and information contained in the certificate holder's manual.
5.	Discuss the Privileges Airframe and Powerplant process with the personnel (other than management) who perform the duties and responsibilities required by the process.

Questions

	To meet this objective, the inspector must answer the following questions:	
1.	Determine whether the following performance measures were met:	
1.1.	<p>Were aircraft airworthiness releases accomplished by an appropriately certificated mechanic?</p> <p><i>Related Performance JTIs:</i></p> <ol style="list-style-type: none"> 1. Check at the aircraft to see if an authorized certificated airman has signed the airworthiness release or made an log entry in accordance with the certificate holder's design. <i>Sources: 121.709(b)(3)</i> 2. Check on the records repository by reviewing aircraft records that an authorized certificated airman has signed the airworthiness release or made an log entry in accordance with the certificate holder's design. <i>Sources: 121.709(b)(3)</i> 3. Check at the air carrier operated maintenance facility to see if an authorized certificated mechanic has signed the airworthiness release or made an log entry in accordance with the certificate holder's design. <i>Sources: 121.709(b)(3)</i> 4. Check at the contract maintenance facility to see if an authorized certificated airman has signed the airworthiness release in the aircraft logbook in accordance with the certificate holder's design. <i>Sources: 121.709(b)(3)</i> 5. Check at the air carrier specified location to see if an authorized certificated airman has signed the airworthiness release in the aircraft logbook in accordance with the certificate holder's design. <i>Sources: 121.709(b)(3)</i> 	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain

1.2.	<p>Were RII inspection(s) accomplished by an authorized, appropriately certificated mechanic?</p> <p><i>Related Performance JTIs:</i></p> <ol style="list-style-type: none"> 1. Check at the training center by checking training records, that a person who has performed a required inspection item is a certificated airman in accordance with the certificate holder's design. <i>Sources: 121.378(a)</i> 2. Check at the air carrier specified location that a required inspection item was performed by a certificated airman in accordance with the certificate holder's design. <i>Sources: 121.378(a)</i> 3. Check at MOC that when maintenance is coordinated by the control center, a required inspection item was performed by a certificated airman in accordance with the certificate holder's design. <i>Sources: 121.378(a)</i> 4. Check at the training center that the certificated airman, who performs a required inspection item, is on the air carriers required inspection list in accordance with the certificate holder's design. <i>Sources: 121.371(d)</i> 	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
1.3.	<p>Were maintenance logbook entries made to extend an airworthiness release completed by an appropriately certificated mechanic?</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
1.4.	<p>Was the certificated mechanic performing maintenance, preventive maintenance, or alterations appropriately rated?</p> <p><i>Related Performance JTIs:</i></p> <ol style="list-style-type: none"> 1. Check at the air carrier specified location the personnel records of each certificated airman performing an airworthiness release is qualified for the operation in accordance with the certificate holder's design. <i>Sources: 121.383(a)(3)</i> 2. Check at the air carrier specified location the personnel records of each certificated airman performing an log book entry is qualified for the operation in accordance with the certificate holder's design. <i>Sources: 121.383(a)(3)</i> 3. Check at the air carrier specified location the personnel records of each certificated airman performing a required inspection is qualified for the operation in accordance with the certificate holder's design. <i>Sources: 121.383(a)(3)</i> 	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
1.5.	<p>Did the certificated mechanic understand the current instructions of the manufacturer, and the maintenance manuals, for the specific operation concerned?</p> <p><i>Related Performance JTIs:</i></p> <ol style="list-style-type: none"> 1. Check at the ramp by interviewing of the certificated mechanic, to ensure the mechanic understands the current instructions of the manufacture and the maintenance manuals for the specific operation being performed in accordance with the certificate holder's design. <i>Sources: 65.81(b)</i> 2. Check at the aircraft by interviewing the certificated mechanic, to ensure the mechanic understands the current instructions of the manufacture and the maintenance manuals for the specific operation being performed 	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain

	<p>in accordance with the certificate holder's design. <i>Sources: 65.81(b)</i></p> <p>3. Check at the air carrier operated maintenance facility by interviewing the certified mechanic, to ensure the mechanic understands the current instructions of the manufacture and the maintenance manuals for the specific operation being performed in accordance with the certificate holder's design. <i>Sources: 65.81(b)</i></p> <p>4. Check at the contract maintenance facility by interview of the certificated mechanic, ensure the mechanic understands the for current instructions of the manufacture and the maintenance manuals for the specific operation being performed in accordance with the certificate holder's design. <i>Sources: 65.81(b)</i></p>	
1.6.	<p>Did the certificated mechanic supervising the work show that he/she had satisfactorily performed the work concerned at an earlier date? <i>Related Performance JTIs:</i></p> <p>1. Check at the contract maintenance facility that the certificated mechanic who is performing or supervising maintenance is rated in accordance with the certificate holder's design. <i>Sources: 65.81(a)</i></p> <p>2. Check at the air carrier specified location the personnel records of each certificated airman directly in charge is qualified for the operation in accordance with the certificate holder's design. <i>Sources: 121.383(a)(3)</i></p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
1.7.	<p>Was the mechanic supervising the work function appropriately certificated? <i>Related Performance JTIs:</i></p> <p>1. Check at the training center by checking training records, that the certificated mechanic who performed or supervised maintenance was rated in accordance with the certificate holder's design. <i>Sources: 65.81(a)</i></p> <p>2. Check at the air carrier specified location that the certificated mechanic who performed or supervised maintenance was rated in accordance with the certificate holder's design. <i>Sources: 65.81(a)</i></p> <p>3. Check at MOC that when maintenance is coordinated by the control center, the certificated mechanic who performed or supervised maintenance was rated in accordance with the certificate holder's design. <i>Sources: 65.81(a)</i></p> <p>4. Check at the air carrier specified location that the person who is directly in charge of maintenance is a certificated airman in accordance with the certificate holder's design. <i>Sources: 121.378(a)</i></p> <p>5. Check at MOC that the person who is directly in charge of maintenance is a certificated airman in accordance with the certificate holder's design. <i>Sources: 121.378(a)</i></p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
1.8.	Did the certificated mechanic have previous experience in the specific	<input type="checkbox"/> Yes

	maintenance, preventive maintenance, or alteration that he/she approved and returned to service?	<input type="checkbox"/> No, Explain
2.	<p>Were the certificate holder's policies, procedures, instructions, and information contained in its manual, for the Privileges Airframe and Powerplant process followed?</p> <p><i>Related Performance JTIs:</i></p> <ol style="list-style-type: none"> 1. Check at MOC that when maintenance is coordinated by the control center, a certificated mechanic performs or supervises the maintenance on an aircraft, airframe, aircraft engine, propeller, appliance or component parts, returns to service that product, in accordance with the certificate holders design. <i>Sources: 65.85; 65.87</i> 2. Check at the aircraft that the certificated mechanic who is performing or supervised maintenance is rated in accordance with the certificate holder's design. <i>Sources: 65.81(a)</i> 3. Check at the air carrier operated maintenance facility that the certificated mechanic who is performing or supervising maintenance is rated in accordance with the certificate holder's design. <i>Sources: 65.81(a)</i> 4. Check at the air carrier specified location by reviewing the aircraft record that the certificated mechanic with an airframe rating approved and returned to service an airframe or any related parts after he supervised its maintenance, in accordance with the certificate holder's design. <i>Sources: 65.85</i> 5. Check at MOC that when maintenance is coordinated by the control center, a certificated mechanic with an airframe rating approved and returned to service an airframe or any related parts after he supervised its maintenance, in accordance with the certificate holder's design. <i>Sources: 65.85</i> 6. Check at the air carrier specified location by reviewing the aircraft record that a certificated mechanic with a powerplant rating, approved and returned to service a powerplant, propeller or any related part or appliance after he supervised its maintenance, in accordance with the certificate holder's design. <i>Sources: 65.87</i> 7. Check at the training center that the certificated airman, who performs a required inspection item, is on the air carriers required inspection list in accordance with the certificate holder's design. <i>Sources: 121.371(d)</i> 8. Check at the air carrier specified location that the certificated airman who performed a required inspection item is on the air carriers required inspection list in accordance with the certificate holder's design. <i>Sources: 121.371(d)</i> 9. Check at MOC that when maintenance is coordinated by the control center, the certificated airman who performed the required inspection item is on the air carriers required inspection list in accordance with the certificate holder's design. <i>Sources: 121.371(d)</i> 10. Check at the aircraft that a certificated airman who is performing a required inspection has written information describing his responsibilities, authorities, and inspectional limitations in accordance with the certificate 	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain

	<p>holder's design. <i>Sources:</i> 121.371(d)</p> <p>11. Check on the ramp that a certificated airman who is performing required inspections has written information describing his responsibilities, authorities, and inspectional limitations in accordance with the certificate holder's design. <i>Sources:</i> 121.371(d)</p> <p>12. Check at the air carrier operated maintenance facility that a certificated airman who is performing a required inspection has written information describing his responsibilities, authorities, and inspectional limitations in accordance with the certificate holder's design. <i>Sources:</i> 121.371(d)</p> <p>13. Check at the contract maintenance facility that a certificated airman who is performing required inspections has written information describing his responsibilities, authorities, and inspectional limitations in accordance with the certificate holder's design. <i>Sources:</i> 121.371(d)</p> <p>14. Check the air carrier specified location that a certificated airman who is performing required inspections has written information describing his responsibilities, authorities, and inspectional limitations in accordance with the certificate holder's design. <i>Sources:</i> 121.371(d)</p> <p>15. Check at the aircraft to ensure that the certificated airman has in his possession a current certificate in accordance with the certificate holder's design. <i>Sources:</i> 121.383(a)(2)</p> <p>16. Check on the ramp to ensure that the certificated airman has in his possession a current certificate in accordance with the certificate holder's design. <i>Sources:</i> 121.383(a)(2)</p> <p>17. Check at the air carrier operated maintenance facility to ensure that the certificated airman has in his possession a current certificate in accordance with the certificate holder's design. <i>Sources:</i> 121.383(a)(2)</p> <p>18. Check at the contract maintenance facility to ensure that the certificated airman has in his possession a current certificate in accordance with the certificate holder's design. <i>Sources:</i> 121.383(a)(2)</p>	
3.	Were the Privileges Airframe and Powerplant process controls followed?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
4.	Did the records for the Privileges Airframe and Powerplant process comply with the instructions provided in the certificate holder's manual?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
5.	Were the process measurements for the Privileges Airframe and Powerplant process effective in identifying problems or potential problems and providing corrective action for them?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
6.	Did personnel properly handle the associated interfaces by complying with other written policies, procedures, instructions, and information that are related to this element?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain

EPI SECTION 1 - PERFORMANCE OBSERVABLES Drop-Down Menu	
1.	Personnel.
2.	Tools and Equipment.
3.	Technical Data.
4.	Procedures, policies or instructions or information.
5.	Materials.
6.	Facilities.
7.	Controls.
8.	Process Measures.
9.	Interfaces.
10.	Desired Outcome.
11.	Other.

EPI SECTION 2 - MANAGEMENT RESPONSIBILITY & AUTHORITY OBSERVABLES

Objective: The questions in this section address the responsibility and authority of the process. They are designed to assist the inspector in determining if there is a clearly identifiable, qualified, and knowledgeable person who is responsible for the process, is answerable for the quality of the process, and has the authority to establish and modify the process. (The person with the authority may or may not be the person with the responsibility.)

Tasks

	To meet this objective, the inspector must accomplish the following tasks:
	NOTE: If no personnel or major program changes (as defined by the principal inspector (PI)) affecting the responsibility or authority attributes for this element have occurred since the last SAI and/or EPI was accomplished, then do not perform tasks 3-6, below. Answer questions 1 and 2, below, and provide the name/title.
1.	Identify the person who has overall responsibility for the Privileges Airframe and Powerplant process.
2.	Identify the person who has overall authority for the Privileges Airframe and Powerplant process.
3.	Review the duties and responsibilities for the person(s) who manage the Privileges Airframe and Powerplant process documented in the certificate holder's manual.
4.	Review the appropriate organizational chart.
5.	Discuss the Privileges Airframe and Powerplant process with the management personnel identified in tasks 1 and 2.
6.	Evaluate the qualifications and work experience of the management personnel identified in tasks 1 and 2.

Questions

	To meet this objective, the inspector must answer the following questions:	
1.	Is there a clearly identified person who is responsible for the quality of the Privileges Airframe and Powerplant process?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain Name/Title:
2.	Is there a clearly identified person who has authority to establish and modify the certificate holder's policies, procedures, instructions, and information for the Privileges Airframe and Powerplant process?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain Name/Title:
3.	Does the responsible person know that he/she has responsibility for the Privileges Airframe and Powerplant process?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> No Change
4.	Does the person with authority know that he/she has authority for the Privileges Airframe and Powerplant process?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> No Change
5.	Does the person with responsibility for the Privileges Airframe and Powerplant process meet the qualification standards?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> No Change
6.	Does the person with authority to establish and modify the Privileges Airframe and Powerplant process meet the qualification standards?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> No Change

7.	Does the person with responsibility understand the controls, process measurements, and interfaces associated with the Privileges Airframe and Powerplant process?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> No Change
8.	Does the person with authority understand the controls, process measurements, and interfaces associated with the Privileges Airframe and Powerplant process?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> No Change
9.	Does the responsible person know who has authority to establish and modify the Privileges Airframe and Powerplant process?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> No Change
10.	Does the individual with authority know who has the responsibility for the Privileges Airframe and Powerplant process?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> No Change

EPI SECTION 2 - MANAGEMENT RESPONSIBILITY & AUTHORITY OBSERVABLES	
Drop-Down Menu	
1.	Assignment of responsibility.
2.	Assignment of authority.
3.	Does not understand procedures, policies or instructions and information.
4.	Does not understand controls.
5.	Does not understand process measurements.
6.	Does not understand interfaces.
7.	Span of control.
8.	Position vacant.
9.	Other.